

DATE: October, 2005

TO: Authorized Representative/Food Service Director

FROM: Dean Flaws, Commodities Consultant

SUBJECT: 6C (Nov./Dec.) Release

PLEASE ROUTE TO FOOD SERVICE DIRECTOR

1. **6C Order Form.** Enclosed in this mailing you will find the third Commodity Order form for the 2005-06 school year. The third shipment of commodities is being planned to start the week of Nov. 14. The delivery cycle takes approx. 5 weeks.
2. **Internet Ordering** is available for 6C. Go to the Internet address: www.edinfo.state.ia.us, and enter your ID and password on the screen. Then click the submit button. **CLICK** Commodities on the Application menu screen. Now you have two options: General Information or Commodity Order Form. Select Commodity Order Form and click the GO button. Instruction booklets and videos are available by calling this office.
3. **Deletions for 6B:**
 - a.) Walnuts in Mason City and Sioux City warehouses
 - b.) Bonus Mixed fruit in Mason City warehouses
 - c.) Peach Turnovers in the Des Moines and Sioux City warehouses (out of inventory at Horizon Foods), will not be offered the rest of the year.
 - d.) Mozz. String cheese in the Des Moines and Sioux City warehouses. Will offer to Des Moines and Sioux City only for 6C.
4. **Anticipated Dates when Commodity order form will be up and on the web:**

6A	Aug/Sept. Delivery	May 13 (Done)
6B	October Delivery	Sept. 2 (Done)
6C	Nov./Dec. Delivery	Oct. 10
6D	January Delivery	Dec. 2
6E	Feb./Mar. Delivery	Jan 16
6F	April Delivery	March 2
5. **Deliveries short/damaged:** When commodities arrive at your school, the product unloaded should be carefully counted and checked to make sure you are receiving the correct amounts. If you discover a shortage or any damage, make sure the driver makes a note on the warehouse release and initials it. **You must have a driver's signature indicating a problem on your delivery, before any adjustment can be made on your billing.**

6. **Green Beans** – Hold on product with schools in the Mason City and Sioux City warehouses. The State has received numerous complaints on the quality of product of the green beans distributed to schools in August/September in the **Mason City and Sioux City warehouses only**. The green beans in the Des Moines warehouse are okay. The complaint has been sent to USDA and the State of Iowa is waiting for further instructions from them. Hold all cases of green beans until further notice. The problem is that they smell bad and taste terrible. A musty kind of smell.
7. **Iowa Food and Distribution Program.** If you need additional information, commodity values, or forms for the Commodity Food Distribution programs, please visit our web site at:
<http://www.state.ia.us/educate/ecese/fn/commdist/>.
8. **Processed Commodity Food Items for 2005-2006.** All food items coded 2500 or above are processed food items and are an extra cost to your school district. You will be allocated one (1) of each item for all processed foods coded 2500 or above. If you ***do not*** want this product, you must put a “0” in the amount wanted column. You ***do not*** have to take these processed food items. Please note that there is a difference between the commodity value and the price of each item. The commodity value is the amount in each unit of product that is deducted from your school entitlement, unless it is a bonus commodity. The price of each item is the cost of the finished processed product. The school cost does not include the per case shipping and handling fee charged by Keck, Inc. for each case of product shipped. These are all optional products. The costs will be included in the amount you pay Keck, Inc. There will be ***no*** separate billings for processed products.
9. **This is a reminder** that schools who have contracts with storage facilities must review the facility annually, in compliance with Federal regulation 7 CFR Part 250.14©. A storage review form may be obtained from this office. Be sure documentation is maintained on file at your school to reflect compliance with this requirement.
10. **For those schools who do order over the Internet** just a couple of reminders:
 - a.) Click **UPDATE** after you have put in your order numbers and need to leave the computer for any length of time. You can use update as often as you like.
 - b.) When finished putting in your numbers, click **UPDATE**. If it says “***updated successfully***” in red, it took. Now you click **CERTIFY** to send to Des Moines. It will say “***certified successfully***” in red if it went.
 - c.) The short time-out feature in this program has been causing problems for those that get interrupted a lot while they are putting the order together. It throws you back to the ID screen when you click update and have been away from the order form too long. We’re trying to get this computer feature lengthened time-wise.
11. **All apricots and strawberries** that were put out for bid by USDA for bonus purchase were rejected by USDA because market conditions do not justify the bonus purchase of these products, at these times.

12. **The State of Iowa has sent NFD milk** to the GAGE Company, Café Favorites, Eastside Entrees and Schrieber Cheese Company. If you receive products from these venders, talk to your local distributor to see if you can purchase any food items with NFD milk in them, at a discounted price or a rebate.
13. **The Iowa State Commodity Advisory Council** meets in Johnston on Friday, Oct. 14th. If you have any questions or concerns please contact your local member.

2005 – 2006 Commodity Advisory Council.

Joyce Flink, Odebolt-Arthur CSD	712-668-2767
Jeff Reeves, Webster City CSD	515-832-9210
Denise Bridges, Atlantic CSD	712-243-5369
Nancy Michels, Independence CSD	319-334-7423
Dalieth Johnston, East Greene CSD	515-436-7721
Suzy Ketelsen, Cedar Rapids CSD	319-398-2000
Sandy Sergeant, Prairie City-Monroe	515-994-2686
Marlene Minear, Ankeny CSD	515-965-9629
Terri Denkman, Wilton CSD	563-732-2613
Amy Lien, Forest City CSD	641-585-2324
Lisa Emerson, Sacred Heart-Osage CSD	641-732-3428

- 14 **Split shipments (2005-2006).** All schools are encouraged to use the Internet especially if you are a split site. **Split site fees will be charged this year even if you don't use a particular site.** Fees are \$39.00 for in town splits and \$65.00 for out of town splits. You will also now pay from each delivery/invoice used at each site. You won't see a consolidated warehouse release to pay your bill.
- 15 Please return the enclosed "Emergency Contact Information" form so we may update our commodity distribution files. Thank you.

Sincerely,

Dean Flaws, Commodities Consultant (515-281-4032)
Mary Jo Clark, Commodities Assistant (515-281-4751)
Bureau of Nutrition Programs and School Transportation

Enclosures